

Colchester Dog Park Sub-committee Meeting Minutes
February 9, 2010
7:00pm
Town Hall

Attendees: Keith Kelley, Sean Kelly, Melissa Ziccardi, Chelsea Charbonnier, amand Nelson, Tom Nelson, Ginny Rogowski, Linda Akerman-Shoemaker, Janice Felciano

1. Call meeting to order – 7:05 pm.
2. Citizen Comments – Keith discussed with the committee the new purchasing policy and how we will need to process PO's and Contracts, the Purchase Policy is available on the towns website. Ginny asked if will need a PO to pay for fees such as the fee to have a booth at the Tag Sale on the green, Keith will follow up with Jay on this.
3. Minutes – January Minutes approved
4. Treasurer Report – To date \$32,158.80, \$4047 from brick (Owe \$1,500 to vendor)
5. Site Report
 - a. Fence Bidding – Jan and Keith meet to discuss this and have started the process for doing the reverse auction and going out for bid.
 - b. Driveway Bidding – We will get started on this as well so that the work can be planned for the spring, will need to process a PO for the materials so that the contractor doing the driveway work will have the necessary fill available.
 - c. Site work – Update
 - i. CLP poles removed, guide wire removed
 - ii. Future home sign damaged and now removed, Tom and Amanda are going to create a small sign to put on the post farthest from the road. Keith will work with Jay to get a PO routed for the money to by materials to build the permanent sign. Keith will build the sign and Tom and Amanda will paint the sign, the sign will be installed just prior to the grand opening.
 - d. Tentative Construction Schedule
 - i. Write up Purchase Orders – Now
 - ii. Post for Bids – Mid Feb
 - iii. Bids due – Mar 11
 - iv. Reverse Auction – Week of March 11
 - v. Fence Install – April or May
 - vi. Driveway work – April
 - vii. Site prep (by volunteer work) – March, April
 - viii. Entrance Sign
6. Upcoming Events
 - a. Spring events – Tag sale on the Green – Ginny will start the paperwork so that we will have a booth at the tag sale.
 - b. Grand Opening – Tentative for June or July – Amanda will pull together a sub team to coordinate and plan this event, this will be our big event for the spring and will likely be similar to the Walk- A-Thon that we held in the fall. Amanda's sub team will put together a plan for the event and present that to the Committee for approval so that we can present it to the Board of Selectman. We have had some interest already in sponsorship and will process a sponsorship opportunity packet through the town.
7. Next Steps
8. General Comments
 - a. the Land Trust would like to do a walk that would incorporate the Dog park in the spring, Amanda will follow up with them regarding timing and see if we can coordinate it with our opening event.

- b. The East Haddam Dog park committee contacted Jay and Keith, due to the issues they have encountered in trying to build a Dog park in East Haddam, they have decided that the fight was not worth the effort and have dissolved their committee. In doing so they have donated their remaining funds to our effort to build the Dog Park in Colchester. They have donated the following:
 - i. \$90 for a memorial brick - In memory of Monica Sakolsky.
 - ii. \$141.06 - To be acknowledged as a donation from Susan Reiter, who was their largest donor.
 - iii. \$141.06 - To be acknowledged as a donation from the East Haddam Dog Park Committee.
- c. Newtown is forming a Committee to try to build a Dog Park and contact Keith and Jay to discuss our project. Keith talked with them and provided copies of our project plan and documentation in order to help them get started with their project.

9. Next Meeting – Mar 9th, Town Hall at 7PM